



Kentucky Environmental Education Council (KEEC)
Council Meeting Minutes
November 6, 2019

Meeting Location: Mayo-Underwood Building, 500 Mero St., Room 439, Frankfort KY

Meeting Time: 1:00 p.m. Eastern

Council Members in Attendance: Chair Billie Hardin, Lona Brewer, Karin Ceralde, Karen Reagor

Absent Members: Gordon Garner, Vice Chair Marcus Norton

Staff in Attendance: Billy Bennett, Wesley Bullock, Ashley Mike

Others in Attendance: Ashley Brown, Environmental Education Leadership Corps member serving at Franklin County Fiscal Court

A. Introduction

1. The meeting was called to order by B. Hardin at 1:28 PM. W. Bullock confirmed that public notice of the Council Meeting was given, as required by Open Meetings law.
2. W. Bullock called roll. Of the six Council Members, four were present, constituting a quorum.
3. Action: Motion to September 2019 Council Meeting Minutes: ➡ At 1:32 PM, L. Brewer moved to approve the minutes of the September Special Council Meeting. K. Reagor seconded. All were in favor. None were opposed. The motion passed.
4. B. Hardin referred Council Members to their mileage forms for requested reimbursement.

B. Council General Updates

1. Action: Election of Council Leadership

- a) Motion to select B. Hardin as Council Chair: ➡ At 1:33 PM, K. Reagor nominated B. Hardin as Chair. L. Brewer seconded. All were in favor. None were opposed. The motion passed.
- b) Motion to select M. Norton as Council Vice Chair: ➡ At 1:34 PM, L. Brewer nominated M. Norton as Vice Chair. K. Reagor seconded. All were in favor. None were opposed. The motion passed.

2. Status of Council Appointments

- a) B. Hardin reported that she had received no news of council appointments.

3. Move to the new Building

- a) B. Bennett reported on the ongoing status of the agency move to the Mayo-Underwood Building. K. Reagor asked about the storage situation. W. Bullock reported that the agency hopes to consolidate all storage in the 4th floor cubicles and file room, but it is not clear yet if that will happen.

4. (Moved from F2 on the agenda) Update: Environmental Education Leadership Corps: A. Mike reviewed the information in the agenda item and asked Council Members to review open

positions and let her know if they had any contacts for people who may be interested in serving. A. Mike introduced A. Brown. A. Brown discussed her work for the Franklin County Solid Waste Department. She has been creating educational materials, tabling at events like Reforest Frankfort, and communicating with community residents about proper recycling, composting, and other community issues.

5. Motion to add approval of 2020 Council Meeting schedule to agenda: ⇨ At 1:58 PM, K. Reagor moved to add the 2020 schedule of meetings to the Council Meeting agenda. L. Brewer seconded. All were in favor. None were opposed. The motion passed.
 - a) B. Bennett said that our by-laws indicate that the next year schedule should be discussed at this meeting. He proposed the following meeting dates: Feb. 5, May 13, Jul 23-24, and Nov. 18
 - b) Motion to approve 2020 meeting calendar: ⇨ At 2:04 PM, K. Reagor moved to approve the proposed meeting schedule. K. Ceralde seconded. All were in favor. None were opposed. The motion passed.

C. Coordination

1. Action: Master Plan goals
 - a) Motion to approve master plan goals: ⇨ At 2:10 PM, K. Ceralde moved to approve the proposed goals of the 2020 Master Plan for Environmental Education in Kentucky. K. Reagor seconded. Discussion: K. Reagor asked if we could add more than the project curricula to something like an appendix on available EE programs. All agreed. B. Hardin suggested that all acronyms should be spelled out the first time they appear in the goals. All agreed. All were in favor. None were opposed. The motion passed.
 - b) B. Bennett said that he would include the goals in an entire draft master plan document for review by the Council.

D. Budget

1. Information: Biennial Budget
 - a) W. Bullock presented the biennial budget and noted that it may be changed by the Governor.
2. Action: Quarterly budget report
 - a) Motion to accept the Quarterly Budget Report: ⇨ L. Brewer moved to accept the quarterly budget report (amended to FY 2020). K. Reagor seconded. Discussion: B. Hardin asked for a revision with projections including any biennial expenditures that have been approved or are approved in this meeting. All were in favor. None were opposed. The motion passed.
3. Information: AmeriCorps Grant 2018-19 Closeout
 - a) W. Bullock explained the final budget vs. actual spending of the 2018-19 AmeriCorps grant. He explained that the reason for unspent federal funds was that not all member service hours were completed due to positions left open, members that started late, and members that left early. B. Bennett said that KEEC expects to get closer to full federal spending in 2019-2020.
4. Information: EPA Grant Closeout
 - a) W. Bullock explained that line items were not available due to a technical issue, but that of the \$91,000 federal funds budgeted, about \$84,000 were spent. The remaining funds were budgeted for KGHS projects that were not completed.
5. Action: Biennial Budget Expenditures

- a) Saved for after the Coordination section

E. Coordination

1. Action: Hiring of KGHS Coordinator and Information Officer

- a) B. Hardin noted that, at the last Council Meeting, the Council asked staff for proposals for these two positions based on lesser funding. B. Bennett noted that the proposals were sent by email to the Council shortly after that meeting. He said that having a Coordinator provides a big boost to participation in the program. L. Brewer asked if we could hire one person to have them do both of those things. B. Hardin asked W. Bullock what he thought, and he said it would be feasible, but the cost of benefits would make the cost about twice the current proposal.
- b) Motion to approve hiring: ➡ K. Ceralde moved to approve the hiring of a part-time Program Coordinator at 22.5 hours per week (not to exceed 100 hours per month) to coordinate the KGHS program and a part-time Public Information Officer at 15 hours per week (not to exceed 100 hours per month) to do communications and marketing. K. Reagor seconded. All were in favor. None were opposed. The motion passed.

2. Action: Grants to Kentucky Green and Healthy Schools

- a) Motion to approve grants to KGHS schools: ➡ K. Reagor moved to approve the distribution of \$20,000 in grants to Kentucky Green and Healthy Schools through the end of Fiscal Year 2022. K. Ceralde seconded. Discussion: B. Bennett explained that the grants would be structured like the sub-grants from the EPA, but out of agency funds instead of federal funds, and they could be for projects in any category, not just water. L. Brewer suggested using a model from the beginning of KGHS, where KEEC purchased supplies for schools, but that comes with its own issues. K. Reagor amended the motion to approve the distribution of \$20,000 in grants or other project funds to Kentucky Green and Healthy Schools through the end of Fiscal Year 2022. K. Ceralde seconded. All were in favor. None were opposed. The motion passed. KEEC staff will research the best approach to distribute the funds.

3. Action: Community Environmental Education Network Pilot Program

- a) Motion to approve the Community EE Network Pilot Program: ➡ K. Reagor moved that the Kentucky Environmental Education Council allocate approximately \$35,000 through the end of Fiscal Year 2022 for a community environmental education pilot program focused on establishing or supporting community environmental education networks. K. Ceralde seconded. Discussion: B. Bennett said that he has found community groups in Clark County and Warren County that are taking slightly different approaches to community EE. He proposed that the pilot phase be 6 months (through the end of the biennium) with a KEEC option for an additional year. The deliverables would be a manual for organizing EE coalitions at the local level, a needs assessment, and step-by-step instructions for organizing the groups. Discussion on the merits of the idea ensued with the outcome being a Motion to table discussion: ➡ L. Brewer moved to table the discussion of the community EE network pilot program until the February meeting. K. Ceralde seconded. All were in favor. None were opposed. The motion passed. B. Hardin suggested writing it up as a grant proposal, but not as in depth. Council Members will provide their ideas on how to enhance this or provide an alternative into community education.

4. Action: Kentucky College & University Partnership for Environmental Education MOA

- a) Motion approve MOA with KCUPEE: ➡ K. Reagor moved that KEEC allocate up to \$90,000 for the biennium ending in Fiscal Year 2022 for regional environmental education at colleges and universities, contingent upon final Council approval of the MOA. K. Ceralde seconded.

Discussion: K. Reagor asked how many entities are eligible. B. Bennett said nine—eight state universities and KCTCS. K. Reagor asked for the timeline. B. Bennett said that he does not have a timeline, but we do have contacts at each of the institutions. K. Reagor clarified that KEEC is asking for approval to set aside \$90,000 for the work, but that the Council will have approval of the final MOA before dispersal of funds. B. Bennett clarified that the MOA wouldn't be awarded until the beginning of the next biennium. All were in favor. None were opposed. The motion passed.

5. Returning to the biennial expenditures at D-5, KEEC staff reviewed changes from the September meeting, most of which were discussed in detail at that meeting.

F. Environmental Education

1. Update: Executive Director's Report. B. Bennett reviewed KEEC staff activities at conferences and the Professional Environmental Educator Certification course. L. Brewer asked how many participants in the course were from western/eastern Kentucky. W. Bullock said that the majority are from central Kentucky, as usual, but there is one each from those regions.

Motion to Adjourn: ➡ At 4:57 PM, L. Brewer moved to adjourn. K. Reagor seconded. All were in favor; none were opposed. The motion passed.